

Proposal Review Committee
October 13, 2016
Statewide Benefits Office
500 W. Loockerman Street
Duncan Building, Ste. 320, Dover, Delaware

Public Session: October 13, 2016, at 2:05 p.m.

The Proposal Review Committee (“PRC”) met on October 13, 2016, at the Statewide Benefits Office, Dover, Delaware. The following committee members and guests were present:

Brenda Lakeman, OMB, Director, Benefits Administration
Faith Rentz, OMB, Deputy Director, Statewide Benefits (via conference call)
Laurene Ehemann, OMB, RFP and Contract Manager, Statewide Benefits
Leighann Hinkle, OMB, Program Lead, Statewide Benefits
Aaron Schrader, OMB, Human Resources Manager, Statewide Benefits
Kevin Fyock, Willis Towers Watson
Jaclyn Iglesias, Willis Towers Watson
Valerie Watson, Department of Finance
Omar Masood, Office of the Treasurer
Jenifer Vaughn, Delaware Insurance Department
Evelyn Nestlerode, Administrative Office of the Courts
Member of the Public - Cheryl Heiks, Cozen O’Connor
Member of the Public - Jeannie Pace, United HealthCare

Introductions/Sign In

Ms. Lakeman called the meeting to order at 2:05 p.m.

Approval of Minutes

Ms. Lakeman requested a motion to approve the minutes from the May 13, 2016, meeting of the PRC. A motion was made by Ms. Watson and seconded by Ms. Vaughn. The motion was approved with unanimous voice vote.

Discussion of the RFP for a Medical Third Party Administrator for the Group Health Insurance Program

Ms. Lakeman requested a motion to move into Executive Session to review and discuss the proposals. Ms. Watson made the motion and it was seconded by Mr. Masood. The PRC moved into Executive Session at 2:06.m. and the members of the public stepped out of the room.

Adjournment

Upon return to the Public Session and with no further business, a motion to adjourn was made by Ms. Ehemann and seconded by Ms. Watson. Upon unanimous voice approval, the meeting was adjourned at 4:02 p.m.

Respectfully submitted,

Laurene M. Ehemann

Laurene M. Ehemann
RFP and Contract Manager